Notes from March 10, 2008 Task Force Steering Committee Meeting
By Deb Henigson

Welcome James and Ignacio to the steering committee

Bruce E.'s non-agenda items
 - Template? Use the bike/ped committee's version, but clean it up?
   + bruce volunteers to help clean it up
 - Chicago style guide
 - green logo contest

5.1 Brown Act
- call committees Working Groups, not ad-hoc
- Working Groups can have email lists
- At-large members can also have an email list
- at-large + steering can have an email list, but steering cannot post to it
   + should be open to the public
   + email privacy concerns
- mountainview.gov emails? it's beyond what the city likes to do
   + not necessary since we can use googlegroups
- blogs: can create one, but steering committee members cannot post to it
- steering committee question: can the community participate?
   + that is the intent of using this technology
- steering committee question: our personal emails/phones are posted on the mv city website
   + Steve can change whatever is posted, if members want a different email/phone posted
- SCQ: How can we share summaries/info of things we've read?
   + Steve says email it to him and he can send it out to everyone
   + Bruce E. asks: is there any other way to send info w/o sending out your email address?
     -- the googlegroup screens out your email address if you use the webclient
     -- if you send directly to the group email alias, there's a spam captcha to protect your email address
- <further discussion of email privacy>
- possibly create an email address just to last as long as this project; use for this project and then dissolve, to help with privacy issue

5.2 Working Group Committee Guidelines
- format for the reports? (template)
- way of reporting back to the Council on our progress
- 11 working groups; if each makes 10 suggestions, that'll be 110 things right there
   + is there a way to prioritize overall?
   + look at the report as a whole
- tying it back to AB32; goals for 2010, 20, & 50
- financial obligations; ranges of implementation
   + private vs public funds, investments, fundraising/sponsorship
- since we don't have an environmental/social justice committee anymore, we need to make sure our recommendations encompass everyone in MV from each social stratum
- partnerships & collaborations; who's working on what?
- remember criteria rather than committees; absorb ideas from the concepts that didn't become standalone committees
- sharing your notes & files via googlegroups
   + gary has set up googlegroups for each Working Group

+ some administrative work still TBD; posting googlegroups on MV city page
+ motion to make the google groups happen, with public access/input (excepting spammers)
+ <discussion about moderation, spam, etc.>
+ <discussion about linking to groups, participation, document-sharing, etc.>
- motion to use City Hall's PO box for people w/o computer literacy to comment
+ what would people put on the letter so it doesn't get thrown out? ESTF?

5.3 Master Schedule
- from Feb 16 - Aug 16
- 6 major divisions of timeline (see doc) w/final report completion on Aug 17 Discussion?
 - if we have a certain time period to get public commentary, we should use some of our budget to put ads in the MV Voice
   + we could write articles for the MV voice and not have to use budget Bruce K's schedule -- see doc (thanks for putting this together, Bruce!)
- should the steering committee meet more often than bruce proposes?
  + concerns about steering committee not being able to talk to each other outside these meetings
  + bruce points out that we can always add meetings if needed
- moved and approved!

James volunteers to lead the baseline & measurements committee
Ignacio had to leave early; can't ask him about the population control

Mark suggests the population committee could be smaller/shorter b/c there are so many constraints on the federal level

Population control & consumption?
 - hold that until the whole group meets

5.4 Agenda Items
Suggestions for next time will be a whole task force meeting; suggest items now (can't be done via email) Bruce K.: advertising and encouraging public participation; review proposed working group guidelines
Janice: time for the steering committee to discuss conflicts or overlap between committees Marn Yee: consider regular updates to city council
 - what's our goal in doing this? to get reinforcement/approval?
 - maybe not necessary; they trust us to do our work (and we can spend that prep time working on our ultimate goal) and can ask us for an update if they want one
 - steve points out that the City Council meetings are already quite lengthly, & they aren't expecting anything like this for us
Aileen: chairs present summary of what their committee has done so far
(3 min time limit)
 - Bruce reminds chairs to read other committees' goals and overlaps/prohibitions; your responsibility to be well-versed in the overall context of your work Bruce E: green logo contest; bike/ped committee template review

To update working group meeting days/times, send to Steve for publicity

Teresa: free posting on MV Voice community notices; also at schools; also find ways to communicate with non-literate community members, kids, etc.

Send schedule of working group meetings to Steve A.

Are there people w/in the City who are working on this stuff already? Can they come present?

6 Comments, Questions, Reports
Aileen and Marn Yee have a report! They are special. =^)